



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**REAL ESTATE COMMISSION**

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: [DPR.DELAWARE.GOV](http://DPR.DELAWARE.GOV)  
EMAIL: [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us)

PUBLIC MEETING NOTICE:	<b>REAL ESTATE EDUCATION COMMITTEE</b>
MEETING DATE AND TIME:	<b>Thursday, December 4, 2014 at 9:30 a.m.</b>
PLACE:	<b>Division of Professional Regulation</b> 861 Silver Lake Boulevard, Cannon Building <b>Second Floor Conference Room A</b> Dover, Delaware
MINUTES APPROVED:	01/08/2015

**MEMBERS PRESENT**

Donna Klimowicz, New Castle County, Professional Member, Chairperson, Presiding  
Tim Riale, Sussex County, Professional Member, Vice Chairperson  
Barbara Brodoway, New Castle County, Public Member  
Tom Burns, Kent County, Professional Member  
Casey Price, Sussex County, Professional Member  
Michael Rushe, Kent County, Public Member  
Elaine Woerner, New Castle County, Professional Member

**DIVISION STAFF**

Jessica Williams, Administrative Specialist II

**ALSO PRESENT**

Karen Allewa, New Castle County Board of Realtors  
Sal Sedita, Delaware School of Real Estate

**MEMBERS ABSENT**

Danielle Benson, New Castle County, Professional Member  
Doug Doyle, Kent County, Professional Member

**CALL TO ORDER**

Ms. Klimowicz called the meeting to order at 9:37 a.m.

**REVIEW OF MINUTES**

Mr. Rushe moved, seconded by Mr. Riale, to approve the November 6, 2014 minutes as presented. Motion unanimously carried.

**UNFINISHED BUSINESS**

Post-Renewal Continuing Education Audit

The Committee continued to review the post-renewal continuing education audits off the records.

Review Draft Correspondence to be Sent to Course Providers Detailing the Expectations of Course Outlines

The Committee reviewed the correspondence Mr. Riale drafted regarding the expectations of course outlines. Mr. Burns moved, seconded by Ms. Price, to recommend approval of the proposed correspondence as modified. Motion unanimously carried. Mr. Rushe moved, seconded by Ms. Brodoway, to send the correspondence to course providers via e-mail and first class mail. Motion unanimously carried.

Reconsideration of Course Provider Applications

The Committee reviewed the course provider application from the Sussex County Association of Realtors for the course titled "Ethics in an Era of Litigation". The course provider has requested that this course be approved for modules 2 and 7, as the course is 6 hours in length. Mr. Burns moved, seconded by Ms. Brodoway, to approve the course for modules 2 and 7, provided that in order to get the certificate of completion, the student must attend the full six hours. Motion carried with Ms. Price abstaining and Mr. Riale opposing.

Continued Discussion Regarding Knowledge Based Learning

Mr. Burns provided a brief synopsis of the discussion from the November 6, 2014 meeting revolving around knowledge-based learning. The Committee asked Mr. Sedita to discuss his opinions on this topic, as he is an approved course provider. Mr. Sedita reported that as a course provider, his instructors currently utilize knowledge-based learning. He reported that he feels as though the modules sometimes cause constraints. Mr. Sedita recommended that the Committee notify course providers that different methods of learning are suggested and encouraged.

The Committee continued their discussion regarding knowledge-based learning. Ms. Price voiced her opinion, and reported that she feels it is the course provider's responsibility to encourage different methods of instruction. Mr. Riale stated that this topic needs to be fully vetted, before correspondence is sent out. He reported that the Committee is inviting the responsibility on telling instructors how to teach, and with that in mind, guidelines need to be created. Ms. Brodoway moved, seconded by Mr. Burns, to send an email to course providers encouraging knowledge-based learning. Mr. Burns will draft the correspondence for the committee to review next month. Motion carried with Mr. Riale and Ms. Price opposing.

**NEW BUSINESS**

Review of Course Provider Applications

Ms. Woerner moved, seconded by Mr. Burns, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried.

Course Provider: Delaware School of Real Estate

Course Title: The Code of Ethics **Approved**

Credit Hours: 3.0

Module: New Licensee Module 1

Course Title: The Agreement of Sale **Approved**

Credit Hours: 3.0

Module: New Licensee Module 2

Course Title: Real Estate Documents and Seller Representation **Approved**  
Credit Hours: 3.0  
Module: New Licensee Module 3

Course Title: Agent Etiquette **Approved**  
Credit Hours: 3.0  
Module: New Licensee Module 4

Course Title: Agency & Fair Housing **Approved**  
Credit Hours: 3.0  
Module: 1

Course Title: The Code of Ethics **Approved**  
Credit Hours: 3.0  
Module: 2

Course Title: Differences Between DE and PA Transactions **Approved for Module 7 Only, Not  
Module 3 as Requested**  
Credit Hours: 3.0  
Module: 7

Course Title: Disclosures **Approved**  
Credit Hours: 3.0  
Module: 3

Course Title: Nuts and Bolts of Home Inspections **Approved for Module 6 or 7 Only, Not Module 3 as  
Requested**  
Credit Hours: 3.0  
Module: 6 or 7

Course Title: Real Estate Jeopardy" – Real Estate Documents and Real Estate Practices **Approved**  
Credit Hours: 3.0  
Module: 3

Course Title: Understanding the Agreement of Sale **Approved**  
Credit Hours: 3.0  
Module: 3

Course Title: Real Estate "Jeopardy" – Office Management and Legislative Issues **Approved**  
Credit Hours: 3.0  
Module: 4

Course Title: Risk Management **Approved**  
Credit Hours: 3.0  
Module: 4

Course Title: Delaware Uniform Common Interest Ownership Act **Approved**  
Credit Hours: 3.0  
Module: 5

Course Title: Disclosures **Approved**  
Credit Hours: 3.0  
Module: 5

Course Title: Real Estate "Jeopardy" – Office Management and Legislative Issues **Approved**  
Credit Hours: 3.0  
Module: 5

Course Title: Real Estate "Jeopardy" – Real Estate Documents and Real Estate Practices **Approved**  
Credit Hours: 3.0  
Module: 6

Course Title: Short Sales **Approved**  
Credit Hours: 3.0  
Module: 6

Course Title: Marketing & Social Media **Approved**  
Credit Hours: 3.0  
Module: 7

Course Provider: Heidi JA Gilmore  
Course Title: Legislative Update: CFPB and 2015 New Forms Review **Approved**  
Credit Hours: 3.0  
Module: 5

Course Provider: Jack Lingo, Inc., REALTOR  
Course Title: Being a Prepared Landlord in Delaware **Approved**  
Credit Hours: 3.0  
Module: 5 or 7

Course Provider: McKissock, LP  
Course Title: How is the Legalization of Marijuana Affecting the Real Estate Market **Denied – Course**  
Credit Hours: 3.0 **Not Relevant in Delaware**  
Module: 7

Course Provider: The CE Shop, Inc.  
Course Title: REO Props: Responsibilities, Edu., & Opportunities for RE Professionals **Approved for**  
Credit Hours: 6 **Module 7 Only, Not Module 6 as Requested**  
Module: 7

Course Provider: Sussex County Association of REALTORS®  
Course Title: Residential & Property Management **Approved (Licensee Must Attend All 3 Sessions to**  
Credit Hours: 9.0 **obtain Credit)**  
Module: 1, 3, & 6

Course Title: Safety Course for Real Estate Professional **Approved**  
Credit Hours: 3.0  
Module: 7

Course Provider: CK Capital Management Corp.  
Course Title: Salespersons Guide to Navigating Short Sale, Pre-Foreclosure, & Distressed Property Sales  
**Approved**  
Credit Hours: 3.0  
Module: 7

Review of Instructor Applications

Ms. Woerner moved, seconded by Mr. Burns, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried.

Donna Greenspan     **Approved**  
Continuing Education: Module 7 – Marketing & Social Media

Gary Heckler     **Approved**  
Continuing Education: Module 7 – DSHA Programs for Homebuyers

Pre-Licensing Course: Orientation

Richard Longo     **Approved**  
Continuing Education: Modules: 1; 3; 5 & 6

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents

Larry Tims     **Approved**  
Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Brokerage (Sales Management); Valuing Real Property; Ethics; Mathematics

James Madgey     **Tabled – Incomplete Application**  
Pre-Licensing Course: Mathematics

Denise McCormick     **Approved**  
Continuing Education: Module 7 – Short Sale, Pre-Foreclosure & Distressed Property (1<sup>st</sup> Class)

William McCormick     **Approved**  
Continuing Education: Module 7 – Short Sale, Pre-Foreclosure & Distressed Property (1<sup>st</sup> Class)

Review Request for Modification of Instructor Application for William Lucks (Requesting Approval for New Licensee Modules 1 – 4)

The Committee reviewed the request submitted by Mr. Lucks requesting that his current approval be modified to reflect approval for new licensee modules 1 – 4. Ms. Woerner moved, seconded by Mr. Rushe, to deny the request for modification. Mr. Lucks will need to submit a new, updated application. Motion unanimously carried.

## **NEW BUSINESS**

Update from the Commission – Ms. Klimowicz

Ms. Klimowicz reported that the Commission accepted all of the Committee's recommendations. She also reported that the Commission is supportive of the Committee exploring knowledge-based learning, and is excited to see different methods of learning as opposed to traditional learning.

## **CORRESPONDENCE**

There was no correspondence.

**PUBLIC COMMENT**

There was no public comment

**OTHER BUSINESS BEFORE THE COMMITTEE** (for discussion only)

There was no other business before the Committee.

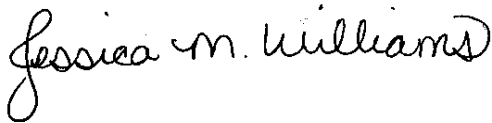
**NEXT SCHEDULED MEETING**

The next meeting will be held on Thursday, January 8, 2015 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business, Ms. Brodoway moved, seconded by Mr. Rushe, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 11:28 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jessica M. Williams". The signature is written in a cursive, flowing style.

Jessica M. Williams  
Administrative Specialist II